



FEDERAL ELECTION COMMISSION

WASHINGTON, D.C. 20463

RQ-3

January 6, 2000

Malcolm I. Ruddock, Treasurer
Sun Company Inc. Political
Action Committee
1801 Market Street, 27th Floor
Philadelphia, PA 19103

Identification Number: C00025346

Reference: September Monthly (8/1/99-8/31/99) and October Monthly (9/1/99-9/30/99)
Reports

Dear Mr. Ruddock:

This letter is to inform you that as of January 5, 2000 the Commission has not received your response to our request for additional information, dated December 15, 1999. This notice requests information essential to full public disclosure of your federal election campaign finances. To ensure compliance with the provisions of the Federal Election Campaign Act (the Act), please respond to this request (copy enclosed).

The Commission is in receipt of your 1999 December Monthly Report dated December 14, 1999; however, it does not address the issue in our letter. If no response is received within fifteen (15) days from the date of this notice, the Commission may choose to initiate audit or legal enforcement action.

If you should have any questions regarding this matter, please contact Neil Evans on our toll-free number (800) 424-9530 or our local number (202) 694-1130.

Sincerely,

John D. Gibson
Assistant Staff Director
Reports Analysis Division

Enclosure



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-2

Malcolm I. Ruddock, Treasurer
Sun Company Inc. Political
Action Committee
1801 Market Street, 27th Floor
Philadelphia, PA 19103

DEC 15 1999

Identification Number: C00025346

Reference: September Monthly (8/1/99-8/31/99) and October Monthly (9/1/99-9/30/99) Reports

Dear Mr. Ruddock:

This letter is prompted by the Commission's preliminary review of the report(s) referenced above. The review raised questions concerning certain information contained in the report(s). An itemization follows:

-Please provide a Schedule B to support the entry reported on Line 22 of the Detailed Summary Page. Each transfer-out to an affiliated committee must be itemized on Schedule B regardless of the amount transferred. 2 U.S.C. §434(b)(6)(B)(i)

A written response or an amendment to your original report(s) correcting the above problem(s) should be filed with the Federal Election Commission within fifteen (15) days of the date of this letter. If you need assistance, please feel free to contact me on our toll-free number, (800) 424-9530. My local number is (202) 694-1130.

Sincerely,

Neil Evans
Reports Analyst
Reports Analysis Division

